

PRESTATYNTOWNCOUNCIL/CYNGOR TREF PRESTATYN

MINUTES OF FULL COUNCIL FOLLOWING CANCELLATION OF COUNCIL'S ANNUAL GENERAL MEETING 13.05.2020 DUE TO COVID 19 PANDEMIC AND RESTRICTIONS ON PUBLIC MEETINGS. ELECTRONIC COUNCILLOR CONSULTATION PROCESS UNDERTAKEN. CLLR T. FLYNN MAYOR, CLLR S. FROBISHER, DEPUTY MAYOR, CLLR J. THOMPSON HILL, CHAIR OF FINANCE AND MANAGEMENT COMMITTEE. MR N ACOTT, TOWN CLERK/FINANCIAL OFFICER.

1. ANNUAL GENERAL MEETING

Due to ongoing Covid 19 crisis Council's AGM has been suspended. Welsh Government recently passed legislation to allow the postponement. It has also been confirmed that Council's Proper Officer is responsible for determining date and time of Council's AGM 2020 providing it is no later than December 2020. However, confirmation of timescale is being sought due to conflict between regulations and guidance notes that have been issued, possibly due to differing civic year arrangements operated by Local Council's.

In effect public meetings are suspended until further notice although Council's emergency protocols will allow some decisions and actions to be taken pending resumption of services. Electronic Councillor consultation is being undertaken and web site publication of formal notices will continue as soon as possible. Councillor consultations, emergency decisions and/or actions will need to be recorded and published.

2. MAYOR/DEPUTY MAYOR 2020/21

Welsh Government has confirmed that existing Mayor's /Deputy Mayor may remain in post until Council's next Annual General Meeting. Such meetings must be open to all Councillors and Public. Following consultation with Cllr T Flynn, Mayor and Cllr S Frobisher, Deputy Mayor both have indicated they are willing to continue in post until next year. However, in light of government guidance about date of Council's AGM the situation may need to be reviewed by no later than December 2020 pending any changes to restrictions on public meetings.

RESOLVED

That Cllr T Flynn and Cllr S Frobisher, Deputy Mayor remain in post pending Council's Annual General Meeting 2020

(Mrs Y Flynn, Mayoress and Miss Harriet Frobisher, Deputy Mayor's Consort)

3. COUNCIL/COMMITTEE STRUCTURES AND TERMS OF REFERENCE 2020/21

There are no proposed changes to present structures pending Council's Annual General Meeting (AGM). In view of Welsh Government advice regarding continuing appointment of existing Chairman/Vice Chairman there are no proposed changes, subject to individuals' consent, to those positions pending Council's AGM.

RESOLVED

That present Chairman and Vice Chairman remain in post pending Council's AGM 2020:-

Finance and Management Committee – Cllr J Thompson Hill, Chairman and Cllr G Davies, Vice Chairman

Community Development and Town Regeneration Committee – Cllr A Sampson, Chairman and Cllr A Tomlin, Vice Chairman

Town Planning Committee – Cllr G Frobisher, Chairman and Cllr T Jones, Vice Chairman

4. SCHEDULE OF COUNCIL MEETINGS 2020/21

Schedule of meetings circulated to all Councillors. Town Clerk/Financial Officer had advised that schedule would provide a structure upon which Council and Staff can operate during emergency pending resumption of Council meetings. It will also help the process of 'start up' once movement restrictions are lifted.

5. REPRESENTATIVES ON OUTSIDE BODIES 2020/21

There are no proposed changes to Representatives on Outside Bodies, subject to individuals consent, to positions pending Council's Annual General Meeting.

RESOLVED

That Representatives on Outside Bodies remain in post pending Council's AGM

6. ATTENDANCE LIST 2020

The attendance list will be prepared and published at a future date.

For Councillors information the six month attendance rule will not apply during the current Covid 19 crisis. It can be reactivated once Council has held its first proper meeting with public notice and attendance.

7. CHRISTMAS WORKING

To be considered at a future date

8. MINUTES

Full Council- 08.04.2020 - cancelled. See delegated decisions following Councillor consultation process. Copy attached

Town Planning Committee 08.04.2020. See delegated decisions following Councillor consultation process. Copy attached

9 FINANCIAL ASSISTANCE APPLICATION

Details of a financial grant application had been received from 'Love of Scrubs' new local group and copy circulated to all Councillors. The grant related to a local group of people who were making Personal Protection Equipment for NHS and Care workers and they required funds to purchase materials. Following Councillor consultation an emergency decision to award a grant to 'Love of Scrubs' voluntary group had been supported by Mayor/Chairman Finance and Management Committee/Chair of Community Development and Regeneration Committee.

RESOLVED

That Love of Scrubs be awarded £1,000

Financial/Legal Implications: £1000 contained within Mental Health and Well Being budget provisions 2020.21. Local Government Act 1972 S.137

10 COUNCIL INSURANCE

Council insurance is due for renewal on 1st June 2020 and following discussions with existing company a new three year term had been offered at a lower competitive rate than present. Both Chairman and Vice Chairman of Finance and Management Committee had been consulted and both felt that in present circumstances, and with limited specialist market options, they were recommending that renewal should be accepted. The Town Clerk/Financial Officer concurred with recommendation.

RESOLVED

That Zurich Insurance be appointed Council's Insurer on terms offered.

Financial/Legal Implications: £5,659 within budget provision 2020/21. Standing Order 11(c) to be waived due to reasons stated. There is a legal requirement for Council to maintain Councillor/Public/Volunteers/Buildings and Fidelity insurance cover.

Mayor _____



**CYNGOR TREF PRESTATYN
PRESTATYN TOWN COUNCIL 2019/20**

COFNODION

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**CYNGOR A'R
PWYLLGORAU**

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CYFARFOD O'R CYNGOR

13ydd Mai 2020

MINUTES

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**COUNCIL AND
COMMITTEES**

to be considered at a

MEETING OF THE COUNCIL

13th May 2020

TOWN PLANNING COMMITTEE

MINUTES OF DELEGATED PLANNING CONSULTATION APPLICATIONS FOLLOWING CANCELLATION OF COUNCIL MEETING 8.4.2020 DUE TO COFID19 PANDEMIC AND RESTRICTIONS ON PUBLIC MEETINGS. ELECTRONIC COUNCILLOR CONSULTATION PROCESS UNDERTAKEN. CLLRS G FROBISHER, CHAIRMAN AND CLLR T JONES, VICE CHAIRMAN. MR N ACOTT, TOWN CLERK/FINANCIAL OFFICER

168 DENBIGHIRE COUNTY COUNCIL – PLANNING CONSULTATIONS

Details of planning consultations to 8th April 2020 had been circulated to all councillors and were available for inspection on DCC planning portal.

<u>APPLICATION</u>	<u>COMMENT</u>
43/2020/0018 - Prestatyn Football Club. Erection of replacement gantry and formation of additional hardstanding	Observation No objections subject to meaningful and thorough consultation with neighbouring properties can be evidenced
43/2020/0217 - Tanrall Cottage, Tan yr Allt, Meliden. Erection of summer house	No Objection subject to use of sustainable building materials
43/2020/0078 - 15 Plas Uchaf Avenue, Prestatyn, Erection of extension to dwelling	No Objection subject to use of sustainable building materials
43/2020/0238 - Reduction work to 2 sycamore trees subject to Tree Preservation Order	No objection
43/2020/0242 - Former Plas Deva Caravan Park, Ffordd Talargoch, Meliden Variation of condition 2 of planning application 43/2019/0739/PF to allow amendments to site layout	No Objection

Joint County/Town Councillors may partake in decision making process at Town Council but consider matters afresh at Denbighshire County Council when additional advice and information will be available to them. They are not bound by the views or opinions of Town Council.

Chairman.....

FULL COUNCIL

MINUTES OF DELEGATED FULL COUNCIL FOLLOWING CANCELLATION OF COUNCIL MEETING 8.4.2020 DUE TO COFID19 PANDEMIC AND RESTRICTIONS ON PUBLIC MEETINGS. ELECTRONIC COUNCILLOR CONSULTATION PROCESS UNDERTAKEN. CLLRS T FLYNN, MAYOR, AND CLLR S FROBISHER, DEPUTY MAYOR. N. MR N ACOTT, TOWN CLERK/FINANCIAL OFFICER.

169 MINUTES 05.02020

Copy circulated electronically to all Councillors

170 MINUTES OF COMMITTEES

Copies circulated electronically to all Councillors:-

Town Planning Committee 05.02.2020

Community and Regeneration Committee 26.02.20

Town Planning Committee 26.02.2020

Finance and Management Committee 18.03.2020 cancelled. See delegated decisions

Town Planning Committee – 18.03.2020 cancelled. See delegated decisions

170 PRESTATYN COMMUNITY EMERGENCY RESPONSE TEAM

Town Clerk/Financial Officer report had been circulated with electronic consultation and decision papers. The Coronavirus Pandemic had been recognised as a global pandemic on 11th March 2020 by World Health Organisation (WHO). UK Government and Welsh Assembly Government has announced a host of increasingly restrictive public measures and temporary business restrictions since early March 2020 to try and contain and delay spread of infection.

All Town Council community health programmes have been stopped, council offices closed, meetings cancelled, and all staff are now working from home with a mixture of home/office equipment and mobile phones. All staff have individual email addresses in place. Town Council's main telephone line is 01745 857185 or email nigel.acott@prestatyntc.co.uk or janice.taylor@prestatyntc.co.uk are operational. Council website and contact details for Town Councillors available www.atprestatyn.co.uk

In association with Denbighshire Voluntary Services Council (DVSC) and Denbighshire County Council(DCC) the Town Council has been looking to establish a community response emergency team. Cllr R Flynn and P Penlington have also been assisting in trials of a public information pack that has been prepared and distributed to a number of properties in North Ward. Business support information packs both online and hard copy versions are also available.

There are early plans to extend coverage of information packs to whole of town once delivery methods can be finalised. Two staff have been assigned task of gathering information and regular distribution of official information via social media. Our focus has been on communicating information about community support, individual support, and business support. This approach appears to have been well received and working well.

To date the Prestatyn Town Council staff have been focused on ensuring genuine information channels, vetting new service providers, identifying newly emerging community groups, establishing stronger links with voluntary sector, signposting volunteers, and disseminating official communications via social media and websites. Council has also been supporting Cllr R Flynn and Cllr P Penlington and other Ward Councillors who are known to have been heavily involved with community efforts on the ground.

On 6th April 2020 DVSC invited all Town and Community Councils in Denbighshire to consider who is best placed within each community to actively manage local community volunteer operations (copy letter circulated to all Councillors via email). This could be Prestatyn Town Council or a Town based voluntary organisation willing to undertake such a role.

RESOLVED :

- 1) That Council support the emerging Prestatyn Community Emergency Response Team and appoint Mr N Acott lead contact as required. Council to work in partnership with DVSC and DCC to expand community volunteer operations, and bona fide third parties offering town services.
- 2) That Council authorise Mayor/Deputy Mayor and Chair/Vice of Finance and Management Committee, and Deputy Town Clerk to act on behalf of Town Council in respect of Prestatyn Community Emergency Response Team.

Mayor _____